



**STATEMENT OF PROCEEDINGS FOR THE
REGULAR MEETING OF THE
FOOTHILL TRANSIT EXECUTIVE BOARD
HELD IN THE 2ND FLOOR CONFERENCE ROOM
OF THE
FOOTHILL TRANSIT ADMINISTRATIVE OFFICE
100 SOUTH VINCENT AVENUE
WEST COVINA, CALIFORNIA 91790**

Friday, August 26, 2011

8:00 AM

CALL TO ORDER

1. Call to order. (11-3695)

The meeting was called to order by Chair Herrera at 8:07 a.m.

2. Pledge of Allegiance. (11-3703)

The Pledge of Allegiance was led by former Executive Board Member Peggy Delach.

ROLL CALL

3. Roll call. (11-3705)

Roll call was taken by Martha Arana, Staff, Board of Supervisors, Executive Office, Commission Services Division.

Present: Chair Herrera, Vice Chair Wallach, Treasurer Lantz, Member Chandler and Member Tessitor

I. ADMINISTRATIVE MATTERS

4. Approval of minutes for the Regular Meeting of June 24, 2011. (11-1739)

On motion of Member Chandler, seconded by Member Tessitor, unanimously carried, this item was approved.

Attachments: [SUPPORTING DOCUMENT](#)

II. PRESENTATIONS

5. Presentations:

Doran Barnes, Executive Director, Foothill Transit, on behalf of the Executive Board, presented current Governing Board Member and former Executive Board Member, Peggy Delach, with a crystal vase memento. During Ms. Delach's tenure as Executive Board Member, Foothill Transit undertook the development of many construction projects, including the reconstruction of the Foothill Transit Executive building. Mr. Barnes and the Executive Board thanked Ms. Delach for providing valuable time, expertise, and support to the Foothill Transit Board during her tenure.

Mr. Wayne Fritz, MV Transportation, acknowledged and introduced the new General Manager for the Arcadia Operations & Maintenance Facility, Ms. Valerie Flores. Mr. Fritz announced that his term as General Manager ends today after serving 11 of 15 years as General Manager.

5.1. Contractors' Employee Recognition

Ms. Flores, General Manager, Arcadia Operations & Maintenance Facility, introduced and recognized the following Arcadia location MV Transportation Operator of the Month and Employee of the Quarter:

- Jose Bazalar, Operator of the Month (July 2011)
- Marilyn Carlton, Employee of the Quarter (August 2011)

Peter Greenberg, General Manager, First Transit, introduced and recognized the following Pomona location First Transit Operator of the Month and Operator of the Quarter:

- Wanjuka Jackson, Operator of the Month (July 2011)
- Richardo Juarez, Operator of the Quarter (August 2011)

Doran Barnes, Executive Director, Foothill Transit, introduced and recognized the following Veolia Transportation Employee of the Quarter:

- Donald Luey, Employee of the Quarter (11-3763)

After discussion, by common consent and there being no objection, this item was received and filed.

III. PUBLIC COMMENT

6. Public comment. (11-3707)

The following members of the public addressed the Foothill Transit Executive Board: Mary C. Griffieth, Joe Guassera, Bruce Knoles, Audrey Lohr, Ronald Lohr, Madelyn Payne, Jorge V. Rosales, and Tom Sanchez.

IV. CONSENT CALENDAR

7. FISCAL YEAR 2011 FINANCIAL STATEMENTS AND INVESTMENT SUMMARY - JUNE 2011

Recommendation: Receive and file the Financial Statements and Investment Summary for Fiscal Year 2011. (11-3764)

On motion of Member Chandler, seconded by Treasurer Lantz, unanimously carried, this item was received and filed.

Attachments: [SUPPORTING DOCUMENT](#)

8. FISCAL YEAR 2012 FINANCIAL STATEMENTS AND INVESTMENT SUMMARY - JULY 2011

Recommendation: Receive and file the Financial Statements and Investment Summary for Fiscal Year 2012. (11-3840)

On motion of Member Chandler, seconded by Treasurer Lantz, unanimously carried, this item was received and filed.

Attachments: [SUPPORTING DOCUMENT](#)

9. PERFORMANCE INDICATORS REPORT - JULY 2011

Recommendation: Receive and file the JULY 2011 Performance Indicators Report. (11-3841)

On motion of Member Chandler, seconded by Treasurer Lantz, unanimously carried, this item was received and filed.

Attachments: [SUPPORTING DOCUMENT](#)

10. 2011 LEGISLATION SUMMARY

Recommendation: Receive and file the August 2011 Legislative Summary. Adopt a support position on AB 1097. (11-3842)

On motion of Member Chandler, seconded by Treasurer Lantz, unanimously carried, this item was received and filed.

Attachments: [SUPPORTING DOCUMENT](#)

11. FLEET MAINTENANCE AUDIT RESULTS

Recommendation: Receive and file the results of the Fleet Maintenance Audits conducted in June 2011 and historical audit results for the period July 2009 through January 2011. (11-3843)

On motion of Member Chandler, seconded by Treasurer Lantz, unanimously carried, this item was received and filed.

Attachments: [SUPPORTING DOCUMENT](#)

12. PROPOSED FOOTHILL TRANSIT ENDORSEMENT POLICY

Recommendation: Adopt the proposed Foothill Transit Endorsement Policy. (11-3844)

On motion of Member Chandler, seconded by Treasurer Lantz, unanimously carried, this item was approved.

Attachments: [SUPPORTING DOCUMENT](#)

13. STATE ADVOCACY SERVICES CONTRACT

Recommendation: Receive and file a status update on Foothill Transit's State Advocacy Services agreement with Capital Representation Group. (11-3845)

On motion of Member Chandler, seconded by Treasurer Lantz, unanimously carried, this item was received and filed.

Attachments: [SUPPORTING DOCUMENT](#)

14. EXERCISE OPTION - BUS BOOK PRINTING

Recommendation: Authorize the Executive Director to exercise the first of four available one-year options on Agreement No. 11-007 with Transit Information Products in the amount of One Hundred Sixty Two Thousand Nine Hundred Thirty Dollars (\$162,930) plus applicable sales tax and negotiate terms and conditions for two printings of an English, Spanish and Chinese version of the Bus Book during the 2012 calendar year. (11-3846)

On motion of Member Chandler, seconded by Treasurer Lantz, unanimously carried, this item was approved.

Attachments: [SUPPORTING DOCUMENT](#)

15. REQUEST TO ISSUE IFB - QUALITY ASSURANCE SUPPORT VEHICLES

Recommendation: 1. Rescind the contract award to Theodore Robins Ford for four Hybrid SUV Quality Assurance support vehicles; ~~and~~
2. Authorize the Executive Director to issue Invitation of Bids (IFB) No. 12-019 for four hybrid-electric Quality Assurance support vehicles to replace the four vehicles currently in the fleet. (11-3847)

Kevin McDonald, Deputy Executive Director, Foothill Transit, presented this item and reported that on March 25, 2011, the Executive Board authorized the award of a contract for the purchase of four Ford Escape Hybrid - electronic SUV's, to Theodore Robins Ford. The contract specified delivery of the vehicles within 16 weeks of placement of the order. To date, production of these vehicles has not begun and Ford has indicated that they do not have a projected date to begin production of the vehicles ordered. As a result staff would like to reevaluate vehicles currently available on the market, and therefore, requests that recommendation No. 2 be removed.

After discussion, on motion of Treasurer Lantz, seconded by Member Chandler, unanimously carried, this item was approved, as amended.

Attachments: [SUPPORTING DOCUMENT](#)

V. DISCUSSION ITEMS (REGULAR AGENDA)

16. OPTION SELECTION AND REQUEST TO ISSUE IFB - TRAVERTINE REPLACEMENT

Recommendation: 1. Select one of three options to replace the existing exterior Travertine cladding system; and
2. Authorize the Executive Director to issue an Invitation for Bids (IFB) for construction and installation of a new exterior cladding system. (11-3771)

On motion of Member Chandler, seconded by Chair Herrera, unanimously carried, this item was taken off of the agenda.

Attachments: [SUPPORTING DOCUMENT](#)

17. CONTRACT AWARD - ELECTRIC COOLING SYSTEM RETROFITS

Recommendation: Authorize the Executive Director to negotiate final contract terms and conditions and execute a contract in the amount of One Million Two Hundred Ninety Six Thousand Seven Hundred and Five Dollars (\$1,296,705.00) with Diversified Services for Electric Cooling System Retrofits on 75 Foothill Transit buses. (11-3848)

Hector Ortega, Quality Assurance Inspector, presented this item.

After discussion, on motion of Treasurer Lantz, seconded by Member Tessitor, unanimously carried, this item was approved.

Attachments: [SUPPORTING DOCUMENT](#)

18. FEDERAL FISCAL YEAR 2010-2012 DISADVANTAGED BUSINESS ENTERPRISE GOAL (DBE) PROGRAM GOAL

Recommendation: 1. Adopt a revised goal of six percent DBE participation for Foothill Transit's federally funded capital projects wholly utilizing race-neutral means for Federal Fiscal Years (FFY) 2010-2012; and
2. Authorize issuance of a public notice as required under 49 Code of Federal Regulations (CFR) Part 26 of the Department of Transportation (DOT) DBE rule, informing the public of Foothill Transit's DBE goal. (11-3850)

LaShawn Gillespie, Director of Planning, presented this item.

After discussion, on motion of Treasurer Lantz, seconded by Member Chandler, unanimously carried, this item was approved.

Attachments: [SUPPORTING DOCUMENT](#)

19. REVISIONS TO PROCUREMENT POLICIES AND PROCEDURES

Recommendation: Approve one revised Procurement Policy, one new Procurement Policy and several revised Procurement Procedures. (11-3851)

Ed Gill, Special Counsel, presented this item.

After discussion, on motion of Member Tessitor, seconded by Vice Chair Wallach, unanimously carried, this item was approved.

Attachments: [SUPPORTING DOCUMENT](#)

20. REVIEW OF VEOLIA'S EQUAL EMPLOYMENT OPPORTUNITY PROGRAM

Recommendation: Authorize Foothill Transit's General Counsel to:

1. Perform an annual review of Veolia Transportation's Equal Employment Opportunity (EEO) program; and
2. Present Veolia's EEO Program to the Foothill Transit Executive board for approval. (11-3853)

Ed Gill, Special Counsel, presented this item.

After discussion, on motion of Member Chandler, seconded by Member Tessitor, unanimously carried, this item was approved.

Attachments: [SUPPORTING DOCUMENT](#)

21. PERFORMANCE INDICATORS FISCAL YEAR 2011 REPORT

Recommendation: Receive and file The Fiscal Year 2011 Performance Indicators Report. (11-3854)

On motion of Treasurer Lantz, seconded by Member Tessitor, unanimously carried, this item was received and filed.

Attachments: [SUPPORTING DOCUMENT](#)

22. TRANSIT STORE FISCAL YEAR 2011 REPORT

Recommendation: Receive and file the Transit Store Fiscal Year 2011 Report. (11-3855)

On motion of Treasurer Lantz, seconded by Member Tessitor, unanimously carried, this item was received and filed.

Attachments: [SUPPORTING DOCUMENT](#)

23. INVITATION FOR BIDS - FACILITY SECURITY ENHANCEMENTS

Recommendation: Authorize the Executive Director to issue Invitation for Bids (IFB) No. 12-020 for security enhancements at Foothill Transit's operations and maintenance facilities. (11-3856)

Roland Cordero, Director of Facilities, presented this item.

After discussion, on motion of Member Chandler, seconded by Member Tessitor, unanimously carried, this item was approved.

Attachments: [SUPPORTING DOCUMENT](#)

24. SAN GABRIEL VALLEY PARK AND RIDE - CITY OF INDUSTRY

Recommendation: 1. Authorize the Executive Director to amend Agreement No. 11-038 with Walker Parking Consultants for Phase II Parking Design Services for the Industry Park and Ride in the amount of Five Hundred Fifty Four Thousand Four Hundred Forty Dollars(\$554,440);
2. Provide direction on the design element of the Park & Ride structure; and
3. Authorize the Executive Director to issue an Invitation for Bids (IFB) for the construction of the Industry Park & Ride. (11-3857)

Roland Cordero, Director of Facilities, Foothill Transit, presented this item, and announced that a groundbreaking ceremony is anticipated in late October 2011 for Phase II of the project. Kevin Walker, Walker Parking Consultants, was available at the meeting to respond to questions regarding the project.

Mr. Barnes noted that the color scheme for the park and ride structure will be modified using Foothill Transit color schemes, as well as installing Foothill Transit signage.

After discussion, on motion of Member Tessitor, seconded by Vice Chair Wallach, unanimously carried, this item was approved.

Attachments: [SUPPORTING DOCUMENT](#)

VI. EXECUTIVE DIRECTOR COMMENT

25. Comment by Mr. Doran Barnes, Executive Director, Foothill Transit Executive Board. (11-3768)

Mr. Barnes reported the following:

- The Foothill Transit Ecoliner will be featured on Jay Leno's Garage Program, an internet-based car collection site, at www.jaylenosgarage.com, a week from August 27, 2011. Additional information will be forthcoming.
- A special meeting of the Foothill Transit Governing Board is scheduled for Wednesday, September 14, 2011 at 7:45 a.m.

After discussion, this item was received and filed.

VII. BOARD MEMBER COMMENT

26. Comments by the Members of the Foothill Transit Executive Board. (11-3767)

Member Chandler expressed concern regarding comments received at today's meeting during public comment on the proposed park and ride in the City of Azusa, and suggested that an item be considered for discussion at a subsequent meeting, or referred to closed session for a conference with Legal Counsel at today's meeting.

Darold Pieper, General Counsel, advised the Executive Board about the legal requirements for adding a closed session item to today's agenda. Therefore, there was a motion by Member Chandler, seconded by Treasurer Lantz, to: (1) find that subsequent to the posting of the agenda it came to the attention of the agency that serious controversy had arisen over the proposed Azusa Park and Ride; (2) find that there is a need for the agency to take immediate action because at least a month's worth of ongoing expenditures for consultants would be lost if the project is not feasible, needs to be cancelled, and an evaluation of the situation is deferred until the Executive Board's September meeting; and to (3) add a closed session item for a "Conference with Legal Counsel – Anticipated Litigation Initiation of litigation pursuant to Government Code Section 54956.9 (c): One Case" to the agenda as authorized by Section 54954.2 (b)(2) of the Brown Act. The motion was unanimously carried, and this item was added to closed session.

Vice Chair Wallach commented on concerns raised by a member of the public regarding lifts on Foothill Transit buses. In response to concerns raised, Mr. Barnes confirmed that all Foothill Transit buses are ADA compliant and that Foothill Transit continues to explore alternatives to enhance buses for the disabled community.

The Foothill Transit Executive Board recessed to Closed Session at 9:35 a.m. following Agenda Item No. 26. The Foothill Transit Executive Board meeting was reconvened and called to order by Chair Herrera, at 10:10 a.m. with the following members Present: Chair Herrera, Vice Chair Wallach, Treasurer Lantz, and Members Chandler and Tessitor.

VIII. NOTICES OF CLOSED SESSION

27. Conference With Legal Counsel - Anticipated Litigation Initiation of litigation pursuant to Government Code Section 54956.9 (c): One Case (11-3765)

Darold Pieper, General Counsel, reported that no reportable action was taken.

Conference With Legal Counsel - Anticipated Litigation Initiation of litigation pursuant to Government Code Section 54956.9 (c): One Case (11-3982)

Darold Pieper, General Counsel, reported that the Executive Board, during closed session, unanimously approved to instruct the Foothill Transit's real estate negotiators and Foothill Transit staff to temporarily suspend work on the environmental analysis and the architectural work for the Azusa Park and Ride Project pending further instructions of the Executive Board.

IX. ADJOURNMENT

28. Adjournment of the August 26, 2011, Foothill Transit Executive Board Meeting. (11-3708)

There being no further business, the Foothill Transit Executive Board meeting adjourned at 10:11 a.m.